



SERVE SOUTH DAKOTA
South Dakota Commission for National and Community Service (SDCNCS)
Meeting Minutes
Wednesday, February 18, 2015

Commissioner Michael Wyland called meeting to order at 10:05 CST.

ROLL CALL

In attendance – Burke, Dietz (ex officio), Nordstrom, Saba, Schlimgen, Smith, Wyland

Regrets – unable to attend – Nagle, Pfaff

Absent – Merdanian

Staff Present – Ladonski, Miller, Thomas

Approval of Agenda – Wyland asked for motion to approve agenda as presented.

Motion by Burke to approve agenda as presented. **Second** by Smith. All in favor and none opposed. Motion **carried**.

Approval of Minutes – Wyland asked for motion to approve commission's December 19th minutes.

Motion by Smith to approve commission's December 19 minutes. **Second** by Nordstrom. No further discussion. All in favor and none opposed. Motion **carried**.

Informational Public Comment Period – Wyland asked if there were any members of the public present that wished to make comment. Hearing none, Wyland moved to next agenda item.

Executive Director Report – Staff moves into new office space March 1. A new lease has been signed for office space located at 3101 W. 41st Street, Suite 210, Sioux Falls, SD 57105. Ladonski invited commissioners to stop by to see the new offices.

Grants – The commission administrative support grant was resubmitted for second round and no problems are anticipated in receipt of funding. Additionally, CNCS has an opportunity for tribes called AmeriCorps Indian Tribes competition. For this competition, CNCS seeks to prioritize the investment of national service resources in disaster services, economic opportunity, education, veterans and military families, and healthy futures. In addition AmeriCorps is partnering with the Bureau of Indian Education (BIE) to create the Indian Education Fellow program. The deadline for applications to the 2015 NOFO is Wednesday, April 29, 2015 at 5:00 p.m. Eastern Time. Ladonski encouraged commissioners to share this grant opportunity and the Serve South Dakota formula grant opportunity with their contacts.

Outreach – Serve South Dakota several goals in performing outreach: 1. Identify potential applicants to become subgrantees of the commission or grantees for other national service programmatic opportunities in the state; 2. Garner support for the commission and national service programs in the state more broadly; 3. Identify potential sponsors to help us secure match for the commission support grant.

Messaging - Ladonski shared a brief overview of how staff describes the work of the commission to better help commissioners share the work of the commission with their contacts. "Serve South Dakota - South Dakota Commission for National and Community Service is part of a network of state service commissions throughout the United States that has the responsibility of developing and administering AmeriCorps State grants and communicating a state vision and ethic of service. Working hand in hand with local partners, we tap the ingenuity and can-do spirit of South Dakotans to tackle some of the most pressing challenges facing local communities. We serve, we build, and we make an impact that changes lives and communities in our state - creating local solutions to local problems.

We have a bipartisan board and focus on measurable impact. We expand employment and educational opportunities and create future leaders. Moving forward, we have the potential to fund AmeriCorps programs in the FOCUS AREAS of Education, Economic Opportunity, Veterans and Military Families, Disaster Services, Environmental Stewardship, and Healthy Futures.



We seek to share our message or strengthen our connection with potential grantees, sponsors, state agencies, national service alumni (AmeriCorps, Peace Corps, etc.), people connected to these focus areas, and anyone passionate about service and making a difference in our great state.”

AmeriCorps Alums – Ladonski applied and has been approved to establish an AmeriCorps Alums chapter in the state of South Dakota. The goal is to bring together citizens under the umbrella of national service, helping to build a coalition and forward momentum for national service in the state. Ladonski asked commissioners to share contacts of people they are aware of that have participated in national service programs such as AmeriCorps, Senior Corps, Peace Corps.

Governor’s Office - Wyland and Ladonski have had continuing conversations with the Governor’s office. The Governor’s staff requested additional information and Serve SD staff responded with the requested information. There is no update yet on appointment of new commissioner nominations forwarded by Serve SD to the Governor’s Office in December of 2014.

Boards and Commissions Portal – Ladonski shared that the governor’s office created an online portal for the Governor’s Boards and Commissions. This is a location established by the state where membership, agendas, minutes and governance documents can be shared: www.boardsandcommissions.sd.gov.

Financial – Thomas has prepared a Request for Proposal for A-133 audit services and mailed to potential auditors. Because Serve SD exceeded \$500,000 in federal grant expenditures in 2014, the organization is required to complete an A-133 audit.

Programmatic – Miller has been working hard to ensure we are fully compliant with program requirements of CNCS. Her work has included re-development or amendment of training programs, schedules, AmeriCorps Program Director Handbooks, grant awarding process and more.

Staff Travel – Staff will be attending a Tri-State meeting in Omaha, March 16 and 17, with staff from three commissions (SD, Iowa and Nebraska). Staff will also attend the North Central National Service Training Event in Grand Rapids, MI on April 27, 28 and 29.

CNCS State Office Report – Deitz reported the Senior Corps and Foster Grandparent Tribal Grant opportunities currently open for application – Due May 14. There is a website for technical assistance for tribal entities who are looking for help (FAQs, webinars, listing of upcoming agency assistance calls).

This year is the 50th anniversary of the AmeriCorps VISTA (Volunteers in Service to America) program. CNCS is looking to plan one signature event in each state this year, and will probably be later in the fall for South Dakota. Event will bring together current VISTA and VISTA alumni, and hopefully engage some local officials and press as well.

Obama’s initiative of Employers of National Service is set to recognize the valuable skills AmeriCorps, Senior Corps and Peace Corps members gain while serving and then let employers in the public, private, and nonprofit sectors harness those and offer opportunities in recruitment hiring and advancement. Many large companies have already stepped up and said they are going to be an Employer of National Service.

Mayors Day of Recognition for National Service, on April 7th, is a large event that engaged 1,760 mayors in 2014. This year CNCS is reaching out to city, county and tribal officials and include them in the event as well. Currently, 10 South Dakota mayors are participating (Aberdeen, Brookings, Custer, Huron, Mitchell, Pierre, Spearfish, Sturgis, Watertown, and Yankton). Goal is to have mayors highlight how they are using national service to solve some of their local challenges, to thank national service members for their commitment and impact, and probably most importantly to build public awareness of the value and impact of national service in our cities.

Deitz will be in South Dakota for SeniorCorps site visits and will be available March 24 and 25 to meet with commissioners during that time.

Grant Review Committee Report - Miller reported that after closing grant applications on January 13, Serve SD received four applicants, all of which were previous grantees in South Dakota. Committee reviewed all applications and decided to forward both Teach for America and Red Cloud Indian School (Red Cloud for the first time) for competitive funding consideration with CNCS



National. The formula grant opportunity was reopened with a due date of Friday, April 17, 2015. The planning grant is also still open with a due date of May 1, 2015.

Governance Committee Report – Committee continues to work on policies and procedures development necessary for the commission and operation of Serve South Dakota and SDCNCS.

Fund Development Committee/Finance Report – Thomas provided the Statement of Financial Position - Assets with total cash in bank accounts and assets of \$17,610.99, retained earnings \$29,639.14 and net revenue of -\$12,018.25 for total liabilities and equity of \$17,610.99. Statement of Activities for 2014 include revenue for Serve South Dakota \$206,354.38, CNCS grants to subgrantees of \$472,644.67; expenditures for Serve South Dakota \$218,382.62 and subgrantees of \$471,644.67.

Burke thanked everyone for their participation in the first Serve South Dakota commissioner pledge campaign. The campaign met 70% commissioner participation and 100% staff participation at time of report. Serve SD Plans to have the 2016 pledge campaign begin December 1.

Burke stated a Development Prospect Form was sent with the meeting materials. It's a simple document that will give us information in order to reach out to potential donors. Burke asked that commissioners develop at least three prospects and forward the information to him or staff. Wyland thanked Burke for his report.

OLD BUSINESS

Status of Termination of IRS 501(c)3 Private Foundation Status – Thomas reported that notification was sent on December 19, 2014 to IRS of Serve South Dakota's intention to terminate its private foundation status as of December 31, 2014, for a 60-month period beginning January 1, 2015 to prove that Serve SD is a public charity. On January 2, 2015, IRS form 8940 and a letter were mailed to IRS requesting an Advance Ruling for operating as a public charity.

NEW BUSINESS

Policy and Procedure Approval – Governance Committee seeks approval of Board Management and Nominating Process policies.

Policy on Board Management – No discussion on procedure or structure of policy. **Motion** by Smith to approve policy as recommended by Governance Committee. **Second** by Nordstrom. No further discussion. All in favor and none opposed. Motion **carried**.

Policy on Nominating Process – Wyland stated Governance Committee has done extensive work on developing a nominating process for new commissioners as well as commissioner vacancies before the end of their term. **Motion** by Nordstrom to approve policy as recommended by Governance Committee. **Second** by Burke. No further discussion. All in favor and none opposed. Motion **carried**.

Programming Update - Miller provided a summary description of the programs currently being funded through Serve South Dakota. For the August 2014 to July 2015 funding year, Serve SD is funding three programs with AmeriCorps state formula funds: Red Cloud Indian School, Lutheran Social Services, and Black Hills Special Services. Teach for America – South Dakota is funded directly through the Corporation for National and Community Service and is not funded directly by Serve South Dakota. However, we train, monitor and provide developmental and administrative assistance to all four programs. Further information on each program specifically will be shared as a follow up to this meeting and can be found on our website.

Other Business – Saba mentioned that Serve SD should consider setting up volunteer activities in immigrant communities that also serves the immigrant community. Ladonski stated that she would be happy to speak with Saba about that in the near future. Burke agreed to participate.

Next Meeting - Ladonski will provide a doodle poll regarding the timing for the next meeting.

Wyland thanked the board for their work. **Motion** to adjourn by Katus. **Second** by Nordstrom. All in favor with none opposed. Motion **carried**. Meeting adjourned 11:28 a.m. CST.